

Appendix B

Commonwealth of Virginia Database Index Reporting Form	
1. Public Body Name & Numeric Code:	4. Point of Contact:
2. Database Title:	5. Phone Number:
3. Database Acronym:	6. Date:
7. Database Description and Contents: <i>(Provide a brief narrative summary of the purpose for which the database is maintained in support of the business of state government and a description of the general contents of the database. Indicate known restrictions to public access.)</i>	
<p><i>Note: Specific information relating to data fields, record/table layouts, and known restrictions to public access is maintained by the public body. Please contact the point of contact noted in Item 4 for further details.</i></p>	
8. Date of Last Update:	9. Frequency of Update: ___ Daily, ___ Weekly, ___ Monthly, Other:
10. Formats Available and Schedule of Fees: <i>(Provide a description of each format in which the database is made available, and the cost, if any, of each format.)</i>	
a. <u>Format</u>	b. <u>Cost</u>

I certify that the information provided above is correctly.